

MEETING MINUTES

Postgraduate Medical Education Advisory Committee (PGMEAC)

Friday, September 27, 2024 | 12:00 – 2:00 pm
Zoom Meeting

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- Present:** Meredith Giuliani, Caroline Abrahams, Ahmed Al-Awamer, Lindsay Baker, Nirit Bernhard, Andrea Bezjak, Rodrigo Cavalcanti, David Chan, Shaheen Darani, Jamal Depradine, Susan Done, Heather Flett, Alison Freeland, Batya Grundland, Mojgan Hodaie, Janine Hubbard, Shakir Shahid Hussain, Melissa Hynes, Yasmine Ishmael, Sheri Johnston, Julie Johnstone, Vaibhav Kamble, Julia Kfoury, Arno Kumagai, Vincent Lin, Andrea McCart, Maureen Morris, Julianah Oguntalah, Brigette O’Leary (*delegate for Adelle Atkinson*), Danielle Penney, Linda Probyn, Amandeep Rai, David Rojas, Adrienne Tan, Hemen Shukla, Shannon Spencer, Lisa St. Amant, Shari Thompson-Ricci, Katina Tzanetos, Charles Yan, Eric You-Ten, Tessa Catchpole (Recorder)
- Guests:** Saba Khan, Karen Crow, Petal Abdool
- Regrets:** Julia Alleyne, Ashna Bowry, Elicia Bryant, Jennifer Croke, Ryan Giroux, John Granton, Samir Grover, Patricia Houston, Jackie James, Anne Matlow, Heather McDonald-Blumer, Laura Leigh Murgaski, Barry Pakes, Reena Pattani, Seetha Radhakrishnan, Mark Rapaport, Kevin Weingarten
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1. AGENDA/MINUTES

- a) M. Giuliani welcomed new and returning members. The agenda was approved as written.
- b) Minutes of the Friday, April 26, 2024 meeting were accepted as circulated.

2. CONSENT AGENDA

Consent agenda was pre-circulated.

3. NEW BUSINESS

a. Office of Inclusion and Diversity (OID) Update

S. Khan provided an update on the Office of Inclusion and Diversity (OID) activities.

Education & Training

- Streamlining EDI training and workshops in coordination with central UofT and the Institutional Equity Office (EIO).
- Planning of schedule and curriculum is underway for the academic year, to be implemented in the new calendar year, including workshop delivery opportunities with partners across the TFOM.
- OID continues to develop and curate resources via their [website](#), which is undergoing a refresh.
 - o A new ‘Guide to Inclusive Educational Events’ is being finalized and will be available soon.
- OID continues to provide supports and referrals to TFOM members re: education and training offerings

Community Engagement & Support

- OID supports learners, faculty, and staff groups by request, as well as with dedicated initiatives

- E.g., Temerty Medicine Community Connection (TMCC) event series, which aims to create an environment fosters a sense of belonging and an opportunity to share data from the ‘Voices of...’ surveys back to communities
- The *Inclusion and Diversity* biweekly newsletter offers an opportunity to curate EDI content and share it across the TFOM.
- EDI data / data governance work is underway, including a scan of EDI related data collection initiatives across the TFOM.
- OID continues general consulting in areas related to curriculum development, awards, recruitment, mistreatment reporting pathways, etc.
 - Capacity building work is ongoing via EDI Leads Circle x4/year

Office of Access and Outreach (OAO) & Office of Indigenous Health (OIH)

- OAO does outreach to high school and undergraduate students to support enrollment diversity at TFOM, and is expanding the Black student application and Indigenous student application programs.
- OIH supports Indigenous faculty, staff, learners, and are developing Indigenous governance plans.

b. PARO Update

D. Penney provided an update on PARO activities:

PARO Arbitration Award Highlights

- 3-year retroactive contract (July 2023 – June 2026) with increases to general salary, call stipends, and CMR/admin bonuses.
- Home after handover agreement was updated and the exemption to this requirement for the U of T Department of Surgery was removed.
- Clarity was provided around residents writing Surgical Foundations exams: residents preparing for exams that are pre-requisites for either CFPC or RC can request that they not be scheduled for call duties, for a period of up to 10 days prior to the exam.

Hospital Call Room Audit

- PARO followed up with hospitals around call room issues.
- Access to internet is now required for every call room, as well as EMR access.

AFMC Match Tender

- PARO expressed concerns around AFMC tendering the residency match process
- Survey was circulated at the request of AFMC to gather feedback on this issue.

M. Giuliani noted that there is briefing note summarizing changes to the PARO collective agreement which was circulated to HUEC, and will be circulated to PGMEAC following this meeting. A summary of the Summary of the Arbitration Decision is also available at: <https://myparo.ca/arbitration-decision-2024/>.

c. Quotas Allocation (see attachment)

C. Abrahams provided brief background on quotas allocation in relation to PGY expansion, and presented on the work being done in preparation for the upcoming expansion of PG learners at TFOM. Full details can be found in the attached slides.

C. Abrahams tabled the motion to approve the proposed PG Quotas for MOH funded positions, as presented.

Vote: All members voted unanimously in favour of the proposed quotas in the allocated programs.

d. OLA Update (*see attachment*)

S. Darani and K. Crow presented an overview of the Office of Learner Affairs (OLA) and its new resource, the *Faculty Recommendation for OLA Services Form*. Full details can be found in the attached slides.

e. Simulation Education Integration Update (*see attachment*)

P. Abdool presented an update on the Simulation Education Integration portfolio.

Surgical Foundations EPA Focus

- Non-technical skills bootcamp is being built in collaboration with Dr. Mark Wheatcroft, focused on EPAs with identified gaps.
- Pilot is planned at CAMH for January 2025 with the goal to eventually roll out to all PGY1 Surgical Foundation residents in August 2025.

Work is also underway or in planned stages related to Core EPAs in the Geriatric Psychiatry, Geriatric Medicine, and General Psychiatry programs. Full details can be found in the attached slides.

Next Steps

- Explore more opportunities to complete EPAs using Simulation across PGME
- Focus on interprofessional; multidisciplinary team Simulations and overlap
- Study impact on EPA completion and learner outcomes

f. Postgraduate Administrators Advisory Committee (PAAC) Terms of Reference (*see attachment*)

S. Johnston presented changes made to PAAC terms of reference after review by the PAAC:

- Members at Large: updated to include diverse program language
- Vice Chair roles and responsibilities: updated to include membership in Streamlined Onboarding working group, and to include chairing subcommittee for PAAC

Committee members were asked to approve the changes presented by show of hands.

Vote: All members present voted unanimously in approval of the revisions to the PAAC ToR.

g. PGMEAC Membership & ToR Update

L. Probyn provided a brief update in relation to the PGMEAC membership and Institutional Accreditation standards.

PGMEAC membership is under review to ensure the committee remains a forum for input from all programs (Standard 1.3.1.1), and that there is effective representation from residents, program directors, learning sites, and postgraduate administrative personnel (Standard 1.3.1.2).

Updates to membership and Terms of Reference will be presented at a future PGMEAC meeting.

h. Black Health Update

J. Depradine provided an overview and update on the Black Health portfolio activities.

The current work aims to formulate a clear plan at the PGME level to: create a community, to integrate curriculum around Black health, to promote career growth, development and collaboration within UofT and with external partners.

J. Depradine noted that the TFOM already has several EDI initiatives underway, so there are opportunities to learn from one another and create a strategic roadmap moving forward. Once finalized, this roadmap will be presented for input at a future PGMEAC meeting.

i. Resident Selection: Conflict of Interest *(see attachment)*

D. Chan presented the revised process for PGME and Residency Programs for handling conflicts of interests in the context of resident selection. An overview of changes made to the “Resident Selection Committee Member Attestation” and “Unconscious Bias Training Attestation” forms was provided.

Guide to Addressing Common Conflicts of Interest in Resident Selection

- Created based on suggestions from the BPAS 2.0 Retreat and COI survey results from 2023.
- Includes recommended actions for mitigation.
- Acknowledges the challenges in smaller programs and offers suggested measures to consider when strategies for complete mitigation are not feasible.

Full details can be found in the attached slides and meeting materials.

Action: Draft “Guide to Addressing Common Conflicts of Interest in Resident Selection” will be circulated to PGMEAC members to provide feedback.

With no other business, the meeting was adjourned at 1:55pm.

Next Meeting: Friday, October 25; 12:00 – 2:00 pm | Virtual